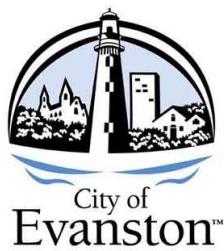


# City of Evanston 2017 Action Plan

Approved by the Evanston City Council  
July 10, 2017



## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

Evanston's 2017 Action Plan implements the third year of the City's 2015-2019 Consolidated Plan using CDBG, HOME and ESG funds. Three federal statutory goals to improve living conditions for primarily low- and moderate-income residents are addressed:

- Provide decent housing
- Provide a suitable living environment
- Expand economic opportunities

The City of Evanston's 2017 Action Plan has been updated to include 2017 actual grant amounts following their release on June 14, 2017. The language included below is the City's draft Action Plan that was submitted for public comment based on the following estimated grant amounts: \$1,500,000 for CDBG, \$250,000 for HOME, and \$140,000 for ESG. The draft Action Plan provided an explanation for how the City of Evanston would make adjustments based on the actual 2017 grant amounts.

This draft 2017 Action Plan has been developed using estimated amounts (\$1.5 million for CDBG, \$250,000 for HOME and \$140,000 for ESG) as the 2017 federal budget and appropriations are not expected to be approved before December 2016. Evanston is seeking public input on the draft plan and will make adjustments to reflect actual grant amounts when able. Changes are not expected to trigger a substantial amendment; a second 30-day public comment period would not be required. The Citizen Participation Plan defines a substantial amendment to the Action Plan as:

- A change in funding among the Goals used in the development of the plan (AP-20) that is greater than 20% of the total allocated towards the Goal
- The deletion of a Goal included in the plan
- The addition of a Goal not currently included in a plan

Following receipt of the 2017 CDBG grant amount, staff will develop recommendations for the Housing and Community Development Act Committee's consideration to either increase or decrease funding allocated by that committee at its meeting on September 27, 2016 to specific activities. If the actual grant amount is larger than estimated, funding would not be increased for all activities on a pro rata basis. Instead, factors affecting the award of additional funding would include, but not be limited to,

whether an activity was awarded less than its full request or if declines in funding from other sources, including the State of Illinois, would affect viability. It is not expected that new activities would be funded. If the actual CDBG grant amount is less than the estimate, reductions to activity funding would be considered on a case-by-case basis rather than on a pro rata basis, taking into account the same factors.

### **Additional Introduction information**

HOME and ESG funding is not allocated to specific activities until the City receives its grant amounts, so changes in those grant amounts would not constitute a substantial amendment to the draft Action Plan unless the amounts were to be so substantial that funding for any goal were increased or decreased by more than 20%.

In the event that any adjustment to the draft Action Plan based on the actual entitlement grant amounts were to trigger a substantial amendment, a second 30-day public comment period would be conducted to seek input and comment on the proposed changes. The amended Action Plan would be approved by the Housing and Community Development Act Committee and submitted to City Council for approval prior to its submission to HUD. Any public comments received during either of the comment periods would be summarized in the Action Plan, including any comments or views that are not accepted and the reasons for which they are not accepted.

Any changes to the Action Plan based on receipt of the City's entitlement grant amounts for 2017 that change funding for a goal by less than 20% shall be considered "non-substantial." Non-substantial amendments to CDBG, HOME, or ESG will be approved by the Housing & Community Development Act Committee, Planning & Development Committee or Human Services Committee, as appropriate, based on the program affected. These changes would not trigger a second public comment period before approval by City Council and submission to HUD.

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

**Affordable Housing:** Housing continues to be the City's highest priority. However, maintaining and increasing the supply of affordable rental units through acquisition, rehab or new construction is increasingly difficult due to reductions in funding and increases in the cost of real property, and increasing construction costs to prevent displacement of low- and moderate-income households by addressing code and life safety violations. Code enforcement in the CDBG Target Area remains an important tool to maintain decent, safe housing and address blight from vacant and poorly maintained properties and neighborhoods.

Homelessness: The City plans to continue to use HOME funding for its Tenant-Based Rental Assistance (TBRA) program for families with children under the age of 18. In combination with education, job training and other supports, TBRA enables parents to develop self-sufficiency skills to support themselves and their families, lifting two generations out of poverty. ESG funds will continue to be used to identify individuals and households who are homeless or at high risk of homelessness through street outreach, and to provide emergency housing, homeless prevention and rapid re-housing services.

Creating livable communities: The City will continue to use CDBG funding to improve public infrastructure and facilities to revitalize neighborhoods and improve service delivery. In 2017, this includes funds for street, alley and park improvements in primarily low- and moderate-income neighborhoods, and rehab of public facilities, including child care centers, that serve primarily low- and moderate-income persons. Alley Special Assessment Assistance will continue to be provided to help reduce the financial burden of infrastructure improvements for income-eligible homeowners.

Economic Development: In addition to CDBG, the City uses resources from its Economic Development Fund and Tax Increment Financing to expand economic development opportunities to small businesses. Grants and loans to for-profit businesses will continue to be evaluated and would be funded through the City's Economic Development Revolving Loan Fund before entitlement funds are used, as required. In addition, Sunshine Enterprise's technical assistance to entrepreneurs and micro enterprises that began in 2016 will continue in 2017.

Public Services: Maintaining and expanding the availability of, and increasing access to, needed services are key goals of the City. Services include, but are not limited to, mental health, job training, childcare and youth programs. Drastic reductions in State of Illinois funding, particularly for child care, the homeless, the disabled, mental health and substance abuse programs has reduced vital services and expanded unmet needs; continued lack of state funds threatens the stability of numerous agencies. As a result, an unprecedented number of agencies applied to the City of Evanston for 2017 grants. The City continues to maintain local funding for social services at the same level as in 2016 through its Mental Health Board allocations, in addition to its CDBG Public Services and ESG funding.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Evanston uses funding to address housing and community development needs and leverage outside resources to achieve goals and objectives in the Consolidated Plan. In 2016, a substantial rehab of two Housing Authority of Cook County properties for seniors and disabled persons (199 units total) was completed through the Rental Assistance Demonstration program. The City and Cook County formed a HOME collaboration to provide gap funding for the project, leveraging over \$170 in external funding for every Evanston HOME dollar invested.

The City's CDBG Housing Rehabilitation program continued to help income eligible homeowners maintain decent, sanitary housing using below market rate loans. Program priorities are to address code violations and immediate life safety issues that could result in a property being determined uninhabitable, as well as to address aging mechanical systems to insure a functional lifespan of ten years.

The release of 2016 entitlement funds in August of 2016 resulted in limited implementation of CDBG-funded capital activities resulting in carryover of some Public Facilities projects to 2017. Public Infrastructure and Facilities projects funded in 2014 and 2015 are expected to complete in 2016 and will be reported in the 2016 CAPER.

Economic Development staff continues to work to fill vacant storefronts in privately-owned and City-owned properties on Howard Street in the ongoing revitalization of that important corridor. Several new businesses opening without City financial assistance, building on the success of City supported businesses already open. CDBG funding in the form of loans to for-profit businesses will continue to be evaluated on a case-by-case basis. Ward 8, the first Howard Street business supported with a CDBR-R funded loan and TIF financing continues to be very successful and purchased the building in which it is located from the City in fall of 2016. Additionally, the City funded Sunshine Enterprises to train and equip entrepreneurs and micro enterprises in the City's NRSA in business development and management. 28 individuals have completed the rigorous 12-week course to develop their business model. Sunshine's work will continue in 2017.

The City continued to use CDBG and local funds to support a wide range of social services for low- and moderate-income residents. Evanston agencies face increasing challenges to meet the increasing demand for services and maintain organizational stability due to cuts in State of Illinois funding and delayed payments on reduced State contracts.

The City continued to fund Connections for the Homeless and the YWCA Evanston-North Shore with ESG to address the needs of individuals and families who are homeless or at high risk of homelessness. Following federal priorities, ESG funds were prioritized for rapid re-housing, however the increasing rents in Evanston makes it difficult for ESG recipients to locate affordable units and necessitates longer subsidies to enable households to gain self-sufficiency and avoid evictions. ESG also supports street outreach and emergency shelter. In 2017, CDBG funding has again been allocated for emergency overnight shelter to address the increasing number of unsheltered homeless on winter nights. Connections for the Homeless and other providers continue to expand private fundraising efforts to maintain street outreach and day services.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

A draft of the Consolidated Plan and/or Action Plan is posted on the City's website and printed copies are made available at the Lorraine H. Morton Civic Center during the required 30-day comment period. Public input on the plan is sought by the Housing & Community Development Act Committee at a public meeting and in written form during the 30-day comment period, and recommends approval of the plans to City Council. City Council meetings at which action to adopt or approve the plans is taken also offer opportunity for public comment. Any public City of Evanston Citizen Participation Plan 2

comments received during the comment period or at the public meetings is summarized and attached to the Consolidated Plan and/or Action Plan prior to its submission to HUD, including any comments or views that are not accepted and the reasons for which they are not accepted. Consolidated Plans and Action Plans must be submitted to HUD by November 15 of the preceding year, unless directed otherwise by HUD. Action Plans will be based on estimated grant amounts as required in order to make the November 15 submission deadline.

The City of Evanston invites public participation at all stages of the Consolidated Planning process. The City is committed to making reasonable and timely access to the needs assessment, strategy development and budget recommendation process for all members of the community, particularly low- and moderate-income persons.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The following input was received in electronic format prior to the meeting on November 15:

- Email from Mary Brugliera suggesting that the City invite Habitat for Humanity to work on affordable housing in Evanston. A group was active in Evanston some 20 years ago and NU students are involved in projects outside of Evanston.
- Twitter message from Tony Nguyenn asking for more bike lanes.
- Email from Kristin Lems about the need for a walk button at Emerson St and Dodge Ave.
- Two emails from Chris Haller offering a free trial of CiviComent.

At the November 15 meeting of the Housing and Community Development Act Committee, Sue Loellbach, with Connections for the Homeless, read a prepared statement in support of the draft 2017 Action Plan that thanked the City for developing the plan, noted the need for more housing affordable to households at 30 and 50% of the area median income, support for the use of Rapid Re-housing funds to provide bridge housing for people on the waiting list for permanent supportive housing, in support of the Suburban Cook County Continuum of Care's Coordinated Entry process, use of HOME funds for acquisition and renovation of affordable rental units, and incentives for landlords to work with the City and non-profits to get more households into rental housing.

The full text of comments submitted in written form are attached.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

There were no comments or views that were not accepted. Mr. Haller was informed that because the 30-day public comment period was already in progress, we would explore use of CiviComment for future needs.

## **7. Summary**

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The full text of comments submitted in written form are attached.

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	EVANSTON	Community Development
HOME Administrator	EVANSTON	Community Development
ESG Administrator	EVANSTON	Community Development

Table 1 – Responsible Agencies

### Narrative (optional)

The City of Evanston's Housing and Grants division, part of the Community Development Department, is the administrator for the Community Development Block Grant, HOME, and Emergency Solutions Grant programs.

### Consolidated Plan Public Contact Information

Sarah Flax  
Housing and Grants Administrator  
2100 Ridge Avenue  
Evanston, IL 60201  
sflax@cityofevanston.org  
847.448.8684



## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of Evanston’s Community Development Department consulted with numerous City departments (Public Works, Health, Parks and Recreation, Utilities, Economic Development), as well as the Housing Authority of Cook County, Alliance to End Homelessness in Suburban Cook County Continuum of Care, local and regional nonprofit service providers, housing providers, and community residents to develop the 2017 Action Plan. Data are from consulted organizations, the United States Census Bureau and HUD.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City of Evanston’s Community Development Department regularly coordinates with public and assisted housing providers along with private and governmental health, mental health, and service agencies. Notifications of recent updates and developments are sent to an interested parties email list, including nonprofit service providers, governmental agencies, community residents, and representatives from various City departments.

The Community Development Department regularly attends meetings and other events involving the community and various stake holders. Staff is aware of any major impacts, such as State of Illinois funding reductions, which affect vulnerable residents. Engaging with nonprofit service providers on a regular basis fosters an environment where the City works in tandem with the community to achieve better outcomes.

The City of Evanston’s Health and Human Services Department is implementing a community health improvement plan (EPLAN) based on goals identified through a nationally recognized Mobilizing for Actions through Planning and Partnerships (MAPP) model. These goals were defined and agreed upon in partnership with residents, private and governmental health, mental health and social service agencies in the beginning of 2016 and will define the City’s health priorities for the next four years.

The City continues to combine the application process for 2017 CDBG Public Services and City’s Mental Health Board funding to allocate funds to the highest priority needs of the community and encourage collaboration among community partners. Additionally, reporting and monitoring practices were unified for agencies receiving both local and federal funds to ensure clear programmatic and financial record keeping, compliance and transparency.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City of Evanston works with the Alliance to End Homelessness in Suburban Cook County (Alliance), the lead agency for the Suburban Cook County Continuum of Care, to address the needs of homeless persons and persons at risk of homelessness in Evanston. Evanston's Housing and Grants Administrator serves on the board of directors, as well as the Finance and Governance Committees of the Alliance. Staff members of Evanston agencies that are Alliance members, including Connections for the Homeless and Housing Options for the Mentally Ill, participate on the HMIS, Coordinated Entry, Prevention and other standing committees. The City of Evanston works closely with service providers, including the YWCA Evanston-Northshore and Connections for the Homeless, in order to address the needs of chronically homeless individuals and families, families with children, veterans, and unaccompanied youth.

Connections for the Homeless and City of Evanston staff will participate in the 2017 Point in Time count; Connections and other agencies serving the homeless will continue to use the Vulnerability Index (VI-SPDAT) to ensure that chronically homeless individuals and families are part of the Alliance ranking based on vulnerability, so that they have access to permanent supportive housing, rapid re-housing and other interventions. City staff is participating in the Coordinated Entry System process with the Alliance and members of the Continuum. Goals for 2017 include the development of protocols to prioritize families for housing assistance and the process of providing short term stability case management and shelter diversion services, and methods of evaluating performance.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City of Evanston recognizes that the demand is greater than available resources to provide essential services, emergency shelter, prevention and re-housing that meet all needs. The City and Alliance agree that individuals and households must be prioritized to ensure that the limited resources available are allocated in the most efficient and appropriate manner. The City of Evanston and the Alliance continue to work on policies and procedures to assess, prioritize and reassess individuals' and families' needs for all ESG-funded services, including essential services for those in emergency shelter, rapid re-housing, and homeless prevention activities.

The City of Evanston continues to work with the Alliance and agencies that serve the homeless and people at risk of homelessness, as well as other advocacy organizations. Connections for the Homeless, the primary recipient of City of Evanston ESG funds, works closely with the Alliance on many levels. Connections staff participate on the HMIS Committee meeting and the monthly prevention meetings.

The City's Housing and Grants Administrator is currently an Alliance Board member. Participation across the Board and committees help to ensure clear communication of goals and priorities and decrease redundancies as they relate to ESG funding. Funds may be used for staff salaries and benefits for HMIS management, HMIS licenses and computer security assessments.

As discussed previously, the City prioritizes rapid re-housing. One of the goals of Coordinated Entry is to explore using rapid re-housing funds as bridge funding for individuals/ households approved for permanent supportive housing or on the wait list for housing choice vouchers. Due to high rent costs in Evanston, people housed with rapid re-housing require a longer subsidy than other parts of the Continuum to become self-sufficient.

While the Alliance works to finalize the priorities, the City of Evanston will continue to prioritize households that demonstrate the potential to become self-sufficient in a 3 to 6 month time frame. Due to the nature and amount of ESG funds, this population is best served by this type of funding. There is a significant overlap in the populations served by General Assistance (GA) and ESG, GA staff has access to HMIS in order to identify people receiving services through the Continuum and eliminate duplication of services. The City hired a Human Services Specialist in 2016 to further coordinate housing, health, mental health, and other social services for low- and moderate-income residents and at-risk residents.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	HOUSING AUTHORITY OF COOK COUNTY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended planning meetings to develop needs assessment and provided data for relevant sections of the 2017 Action Plan.
2	<b>Agency/Group/Organization</b>	MCGAW YMCA
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended planning meetings to develop needs assessment and other related 2017 Action Plan sections.
3	<b>Agency/Group/Organization</b>	YWCA EVANSTON/NORTH SHORE
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended planning meetings to develop needs assessment and other related 2017 Action Plan sections.
4	<b>Agency/Group/Organization</b>	MEALS AT HOME
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended planning meetings to develop needs assessment and other related 2017 Action Plan sections.
5	<b>Agency/Group/Organization</b>	James B. Moran Center for Youth Advocacy
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended planning meetings to develop needs assessment and other related 2017 Action Plan sections.
6	<b>Agency/Group/Organization</b>	FAMILY FOCUS
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended planning meetings to develop needs assessment and other related 2017 Action Plan sections.

7	<b>Agency/Group/Organization</b>	CONNECTIONS FOR THE HOMELESS
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended planning meetings to develop needs assessment and other related 2017 Action Plan sections.
8	<b>Agency/Group/Organization</b>	ILLINOIS HOUSING DEVELOPMENT AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted to provide data/input for relevant 2017 Action Plan sections.
9	<b>Agency/Group/Organization</b>	EVANSTON
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Various City departments attended planning meetings to develop needs assessment and provided data for relevant 2017 Action Plan sections. Departments included Community Development, Public Works, Parks, Health, and Economic Development.
10	<b>Agency/Group/Organization</b>	Chicago Metropolitan Agency for Planning (CMAP)
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted to provide data/input for relevant 2017 Action Plan sections.

**Identify any Agency Types not consulted and provide rationale for not consulting**

All major agencies providing a full range of services in and around the City of Evanston were consulted or contacted to request comments/input.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Alliance to End Homelessness in Suburban Cook County	The Continuum of Care provides the framework and services for many of the activities provided locally to bring assistance and housing to homeless individuals and families.
2016 Annual Comprehensive Housing Plan	Illinois Housing Development Authority	The City of Evanston works with IHDA to ensure continued access to affordable housing for Evanston's low and moderate income residents.



Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Red and Purple Line Modernization	Chicago Transit Authority	Furthering access to employment opportunities is integral to community development and fostering greater economic growth. The modernization of the Red and Purple Line trains will serve to provide greater accessibility for those with disabilities and the elderly.
Go To 2040	Chicago Metropolitan Agency for Planning	CMAP's Go to 2040 Plan strives for regional growth in the Chicago area. Evanston is an important component of the Chicago metropolitan region; coordinated growth and development with the region will improve the quality of live for Evanston's residents.
2000 Evanston Comprehensive General Plan	City of Evanston	The current Evanston Comprehensive General Plan was adopted in 2000. It establishes long range planning goals and objectives in functional areas of General Land Use, Public Facilities, Circulation, and Community Environment. An update to the plan is due shortly to address the changed economic landscape.
Evanston Plan 2030	City of Evanston	The update to the 2000 Evanston Comprehensive General Plan establishes long range planning goals and objectives in the functional areas of General Land Use, Public Facilities, Circulation, and Community Environment.
STAR Community Rating System	STAR Communities	Framework for sustainability goals, objectives and evaluation measures that define best practices to improve community conditions. Goals center on improving the following: built environment, climate & energy, economy & jobs, education, arts & community, equity & empowerment, health & safety, and natural systems.
West Evanston Master Plan 2007	City of Evanston	The West Evanston Master Plan is the capstone for the neighborhood planning initiatives in West Evanston since 2000. The plan clearly communicates the neighborhood and City's vision of the context and form for future infill projects so that it and its residents become fully integrated with the existing community. West Evanston encompasses an area of the City where low- and moderate-income community members reside.
West Side Neighborhood Planning - 2005	City of Evanston	This report documents the community consultation and planning process guided by the Neighborhood Committee of the Evanston Plan Commission. The final report identifies community concerns and issues in the West Side neighborhood, examines the opportunities presented by redevelopment projects and presents action recommendations.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
EPLAN 2016-2021 Community Health Assessment	City of Evanston	The City's EPLAN began with a five-year strategic planning process to improve the effectiveness and efficiency of the public health system in Evanston. Interventions to improve the health of residents were identified in partnership with public health officials, community leaders, residents, and service providers based on the following four assessments: community themes and strengths, forces of change, local public health system and community health status. The EPLAN provides a strategic five-year health improvement plan.
Evanston Climate Action Plan	City of Evanston	The Evanston Climate Action Plan is organized into nine focus areas and outlines more than 200 strategies for reducing Evanston's greenhouse gas emissions. The nine focus areas are: Transportation & Land Use, Energy Efficiency & Buildings, Renewable Energy Resources, Waste Reduction & Recycling, Forestry, Prairie & Carbon Offsets, Food Production & Distribution, Policy & Research, Education & Engagement and Communications & Public Relations.
Plan for Affordable Housing	City of Evanston	Evanston's Plan for Affordable Housing looks at how to effectively and efficiently meet Evanston residents need for housing that is affordable. In addition, the plan looks at the best ways to use federal and local funds to increase affordable housing opportunities in Evanston.
Analysis of Impediments to Fair Housing Choice	City of Evanston	The City contracted with the independent consultants, Mullin and Lonergan, in 2013 to produce the Analysis of Impediments to Fair Housing Choice Report. The report discusses the nature of Evanston's barriers to fair housing choice and provides recommendations to lift these barriers.
Cook County Consolidated Plan 2015-2019	Cook County	The City of Evanston is a jurisdiction within Cook County and is impacted by the goals and priorities put forth in the Consolidated Plan of Cook County. Public housing, homelessness, and affordable housing are some of the fields where Evanston and Cook County work in coordination to address.
HACC 5 Year PHA Plan and Annual Plan	Housing Authority of Cook County	The City of Evanston works with the Housing Authority of Cook County to ensure that their public housing goals are in coordination with those of Evanston in this Consolidated Plan. The HACC owns and operates public housing units in Evanston as well as the Housing Choice Voucher Program.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

The City of Evanston works cooperatively and in coordination with various public entities. The City cooperates and coordinates various aspects of the Consolidated Plan and shared regional interests with the neighboring local governments of Chicago, Wilmette, Skokie, and other North Shore communities. Evanston works with the Alliance to End Homelessness in Suburban Cook County, its Continuum of Care, to implement its homeless and prevention programs.

The City also actively engages with the Housing Authority of Cook County (HACC) the Public Housing Authority for Evanston and Cook County. The Community Development Department is aware of the quality and quantity of public housing within Evanston and cooperates with the HACC to implement any strategic goals put forth in the Consolidated Plan. In addition, attention is paid to Cook County's Consolidated Plan in order to ensure an understanding of the focus areas and community development efforts of the entire county. Evanston coordinates with the Illinois Housing Development Authority to ensure its housing strategies and goals are reflected in the Consolidated Plan governing Evanston.

The City of Evanston's Health and Human Services Department was consulted for the 2017 Action Plan to provide information on health services available within the community through partners or other organizations targeted to HIV/AIDS, youth, families, elderly, homeless, special needs, veterans, and all other populations. Additionally, Evanston was awarded the distinction of being recognized as a 4 STAR community by the STAR Communities Rating System, the nation's leading framework and certification program for local sustainability. STAR, or Sustainability Tools for Assessing & Rating Communities, measures progress across social, economic and environmental performance areas. STAR has seven areas of focus: built environment; climate and energy; economy and jobs; education, arts and community; equity and empowerment; health and safety; and natural systems. These areas align with the goals set in the City's 2015-2019 Consolidated Plan.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

Many local non-profit organizations and City departments were consulted during the 2015-2019 Consolidated planning process, and in the development of the 2017 Action Plan.

The City of Evanston sought public comment on the draft 2017 Action Plan in a 30-day period from October 14 to November 15, 2016 following its Citizen Participation Plan. The public comment period was advertised via a display ad in the Evanston RoundTable, a newspaper of general circulation, notice on the homepage of the City's website, articles in the City's e-newsletter that reaches over 30,000 emails, and on Twitter and Facebook. People could provide feedback via email to [cdbg@cityofevanston.org](mailto:cdbg@cityofevanston.org), respond on Twitter and Facebook, submit written comments on paper to staff, or provide input in person at the Housing and Community Development Act Committee Meeting on November 15, 2016 at 7pm.

The largest number of respondents sent emails to [cdbg@cityofevanston.org](mailto:cdbg@cityofevanston.org), which was included in the print ad, e-newsletters and bulletin board postings. This makes it impossible to attribute emailed responses to a specific source, as noted below. The comments are summarized with copies of the emails attached.

**Citizen Participation Outreach**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response/attendance</b>	<b>Summary of comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (If applicable)</b>
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Housing and Community Development Act Committee meeting November 15, 2016 at 7pm in room 2402 of the Morton Civic Center to hear public comment on the 2017 Action Plan. Five	Sue Loellbach, with Connections for the Homeless, read a prepared statement in support of the draft 2017 Action Plan that thanked the City for developing the plan, noted the need for more housing affordable to households at 30 and 50% of the area median income, support for the use of Rapid Re-housing funds to provide bridge housing for people on the waiting list for permanent	There were no comments or views that were not accepted.	<a href="https://www.cityofevanston.org/government/agendas-minutes/special-council-committees/housing-community-development-act-committee">https://www.cityofevanston.org/government/agendas-minutes/special-council-committees/housing-community-development-act-committee</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Minorities Non-targeted/broad community	Display ad in the October 6, 2016 issue of the Evanston RoundTable, a newspaper of general circulation, that the draft 2017 Action Plan would be available on the City's website and in printed format at the Civic Center beginning October 14, 2016 for the 30-day public comment period. The ad also highlighted the meeting of the Housing and Community Development Act Committee on November 15, 2016, at which input from the public	See responses in the attached pdf. No response could be attributed specifically to the newspaper ad.	There were no comments or views that were not accepted.	<a href="http://www.cityofevanston.org/2017actionplan">http://www.cityofevanston.org/2017actionplan</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Internet Outreach	Non-targeted/broad community	News item on the City's homepage and in an e-newsletter story that the 2017 Action Plan draft was available on the City website and also in printed format beginning October 14, 2016. No response could be attributed specifically to the internet outreach.	See responses in the attached pdf that may have been generated by these efforts.	There were no comments or views that were not accepted.	<a href="http://www.cityofevanston.org/2017actionplan">http://www.cityofevanston.org/2017actionplan</a>



Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/broad community people who are active on social media	One person responded on Twitter to the posting	Tony Nguyenn asked for more bike lanes.	There were no comments or views that were not accepted.	
5	Bulletin board postings at community centers and the Public Library	Minorities senior citizens	No response could be attributed specifically to the postings at community centers.	See responses in the attached pdf that may have been generated by these postings.	There were no comments or views that were not accepted.	<a href="http://www.cityofevanston.org/2017actionplan">http://www.cityofevanston.org/2017actionplan</a>
6	Internet Outreach	Minorities Ward has significant Black/African-American and Hispanic population	No response can be attributed specifically to this outreach.	See responses in the attached pdf that may have been generated by these postings.	There were no comments or views that were not accepted.	<a href="http://www.cityofevanston.org/2017actionplan">http://www.cityofevanston.org/2017actionplan</a>

**Table 4 – Citizen Participation Outreach**



## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The anticipated resources section of the strategic plan describes the City of Evanston’s financial resources for the duration of the 2017 Action Plan. The financial resources listed are not all encompassing but serve to illustrate the City’s ability to use federal and local funding to address the priority needs and goals put forth in this plan. The funds are anticipated to be utilized by various regional and local government entities as well as the service providers which serve Evanston.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,622,067	218,738	692,767	2,533,572	3,000,000	\$692,767 of prior year resources comprises \$38,769 unspent from completed activities that is reallocated as part of this Action Plan; \$653,998 is carryover funding allocated to activities in prior years that are underway or will be undertaken in 2017. This includes the revolving loan fund.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	281,174	13,692	589,761	884,627	500,000	Prior year resources include \$359,600 in unallocated funds from prior years, plus \$210,000 allocated for TBRA in 2016, and approximately \$20,000 in unexpended 2016 admin.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	144,334	0	107,000	251,334	280,000	\$107,000 in prior year carryover funds.
Competitive McKinney-Vento Homeless Assistance Act	public - federal	Conversion and rehab for transitional housing Overnight shelter Transitional housing	1,182,500	0	0	1,182,500	2,000,000	Funding through the Continuum of Care for Evanston based projects and programs.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Acquisition Homebuyer assistance Housing Multifamily rental new construction Multifamily rental rehab New construction for ownership Overnight shelter Public Services Rental Assistance TBRA Transitional housing	1,500,000	0	0	1,500,000	2,000,000	Programs funded include: Landlord-Tenant services, HMIS support, and the Handyman Program for small scale repairs for seniors. Funds may be used for a wide range of housing development programs and projects.
Other	public - local	Public Services	700,000	0	0	700,000	1,400,000	Local funding to be spent on mental health and other social services

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how**

### **matching requirements will be satisfied**

Federal funding will leverage private, state and local funds by enabling the City of Evanston to serve those with the greatest need at the highest capacity. Additionally, federal funds will serve as gap financing for City programs or service providers' applications that require additional funding in order to have their program, project, or service come to fruition. The grant money provided by HUD will allow organizations and the City to address the needs of the community's most vulnerable members.

Evanston's ESG funds will be matched on a one-to-one basis with Mental Health Board funds from the City's general fund, state funds and other resources, including in-kind contributions, depending on the agencies funded. HOME matching funds may be from the Affordable Housing Fund and sources such as the Federal Home Loan Bank, LIHTC, and/or developers' contributions, as well as with state and local funding such as the United Way and MHB for Tenant Based Rental Assistance.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City of Evanston owns some properties and land in west and south Evanston that may be used to address the needs identified in this plan. Vacant properties on Howard Street will be used for retail/commercial redevelopment to continue the revitalization of the Howard Street commercial corridor. toward commercial redevelopment meant to revitalize the Howard Street commercial corridor. In addition, space may be used for a cultural/entertainment facility such as a theater to build on the success of two dining establishments assisted by the City, Ward 8 and the Peckish Pig. Additionally there are two lots located in census tract 8092 that were acquired through the City's NSP2 program that will be redeveloped for housing or other community development needs.

**Discussion**

The City of Evanston will continue to pursue additional funding opportunities to complement existing resources.



## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2015	2019	Affordable Housing	Entire Jurisdiction	Access to Rental Housing Maintain and Improve Rental Housing Homeownership	CDBG: \$923,160 HOME: \$417,420	Rental units rehabilitated: 2 Household Housing Unit Homeowner Housing Rehabilitated: 8 Household Housing Unit Buildings Demolished: 1 Buildings Housing Code Enforcement/Foreclosed Property Care: 2000 Household Housing Unit
2	Homelessness	2015	2019	Homeless	Entire Jurisdiction	Access to Rental Housing Public Services	CDBG: \$12,500 HOME: \$418,929 ESG: \$251,334	Tenant-based rental assistance / Rapid Rehousing: 20 Households Assisted Homeless Person Overnight Shelter: 300 Persons Assisted Homelessness Prevention: 5 Persons Assisted Other: 200 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Creating Livable Communities	2015	2019	Non-Housing Community Development	Entire Jurisdiction	Public Infrastructure Public Facilities	CDBG: \$834,378	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 25000 Persons Assisted
4	Economic Development	2015	2019	Non-Housing Community Development	CDBG TARGET AREA Entire Jurisdiction Evanston NRSA - Proposed	Economic Development	CDBG: \$175,500	Businesses assisted: 15 Businesses Assisted
5	Public Services	2015	2019	Non-Homeless Special Needs Non-Housing Community Development	Entire Jurisdiction	Public Services	CDBG: \$263,621	Public service activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
6	Planning and Administration	2015	2019	Planning and Administration			CDBG: \$324,413 HOME: \$48,278 ESG: \$15,825	

Table 6 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Affordable Housing
	<b>Goal Description</b>	The City of Evanston aims to increase, maintain, and improve affordable housing. The advanced age of Evanston's housing supply necessitates the need for rehabbing of existing housing. Sustaining safe, decent, and affordable housing will allow low and moderate income residents the opportunity to remain in the community.
2	<b>Goal Name</b>	Homelessness
	<b>Goal Description</b>	The City of Evanston aims to support services to prevent homelessness and to assist those currently experiencing homelessness. These services include but are not limited to street outreach, rapid rehousing, and tenant based rental assistance. During 2017, emphasis will continue to be placed on the housing first model (providing permanent housing as opposed to homeless shelters).
3	<b>Goal Name</b>	Creating Livable Communities
	<b>Goal Description</b>	Creating livable communities through improvements to public facilities and infrastructure. Maintaining and improving the quality of Evanston's infrastructure and public facilities is instrumental to ensuring a safe, clean, and livable environment, and a high quality of life for all residents.
4	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	Economic development will promote the vitality of Evanston's economy in depressed areas of the City. Fostering growth in these areas will in turn provide greater opportunities for the City's low and moderate income residents. Economic development activities may include but are not limited to workforce development/job training, and technical and financial assistance to businesses.
5	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Improving access to quality public services for residents is a key goal of the City. Community participation and consultation indicated there is a high need for these services. Public services include but are not limited to mental health, senior services, youth services, and services to address homelessness.

<b>6</b>	<b>Goal Name</b>	Planning and Administration
	<b>Goal Description</b>	Administration of CDBG, ESG, and HOME.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

### Projects

#	Project Name
1	ESG
2	Tenant Based Rental Assistance (TBRA)
3	Rental Housing
4	Homeowner Rehabilitation
5	Code Enforcement
6	Public Services
7	Economic Development
8	Public Facilities and Infrastructure
9	Administration

Table 7 - Project Information

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	ESG
	<b>Target Area</b>	Entire Jurisdiction
	<b>Goals Supported</b>	Homelessness Public Services Planning and Administration
	<b>Needs Addressed</b>	Access to Rental Housing Public Services
	<b>Funding</b>	ESG: \$251,334
	<b>Description</b>	Homeless prevention, rapid rehousing, street outreach, and overnight shelter. Administration of ESG program.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Street outreach is anticipated to serve 200 homeless individuals; overnight shelter is anticipated to serve 300 persons/families who are generally without income to 30% AMI; prevention is expected to serve 5 households up to 30% AMI; rapid rehousing is expected to serve 10 households that are literally homeless.
	<b>Location Description</b>	Street outreach is conducted at places where homeless individuals are known to gather, including the public libraries, 24-hour fast food restaurants, and in parks, under bridges and on the beaches in warmer months, as well as at Connections for the Homeless and the YWCA Evanston -north Shore facilities.
<b>Planned Activities</b>	Direct rental assistance, supportive services, shelter operations, and street outreach. ESG Administration in the amount of \$15,825 (2016 admin of \$5,000 and 2017 admin of \$10,825) is also shown in this project and is not reflected in the Administration Project.	
2	<b>Project Name</b>	Tenant Based Rental Assistance (TBRA)
	<b>Target Area</b>	Entire Jurisdiction
	<b>Goals Supported</b>	Homelessness
	<b>Needs Addressed</b>	Access to Rental Housing
	<b>Funding</b>	HOME: \$418,929
	<b>Description</b>	Direct rental and utility assistance.
	<b>Target Date</b>	9/30/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated that ten households with children under the age of 18 will receive rent and utility assistance for up to 24 months. Most households will have incomes at or below 30% AMI at intake.
	<b>Location Description</b>	Households will choose rental units throughout the city based on factors such as what schools their children attend and where adults work.
	<b>Planned Activities</b>	Direct rental and utility assistance will be provided with HOME funds. In addition, case management, education and job training, and other needed services will be provided with other resources to enable these households to gain economic self sufficiency and maintain housing stability following graduation from the program.
<b>3</b>	<b>Project Name</b>	Rental Housing
	<b>Target Area</b>	Entire Jurisdiction Evanston NRSA - Proposed
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Maintain and Improve Rental Housing
	<b>Funding</b>	CDBG: \$75,000 HOME: \$417,420
	<b>Description</b>	Rental housing development or rehabilitation.
	<b>Target Date</b>	12/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Two rental units are expected to be rehabbed with CDBG in 2017 and will be occupied by households whose incomes do not exceed 80% AMI. It is expected that HOME funds will be committed to rental acquisition and rehab projects in 2017; the number of units will be determined based on proposed projects. Completion and rent up of HOME units is expected by year end 2018.
	<b>Location Description</b>	Some units are likely to be located in the NRSA where most housing is relatively affordable. Units outside the NRSA will be prioritized for HOME funding in order to achieve economically integrated neighborhoods and affirmatively further fair housing.
	<b>Planned Activities</b>	Rehabilitation of several rental units throughout the city.
<b>4</b>	<b>Project Name</b>	Homeowner Rehabilitation
	<b>Target Area</b>	CDBG TARGET AREA Evanston NRSA - Proposed
	<b>Goals Supported</b>	Affordable Housing



	<b>Needs Addressed</b>	Maintain and Improve Owner Occupied Housing
	<b>Funding</b>	CDBG: \$548,160
	<b>Description</b>	Rehabilitation of owner-occupied homes throughout Evanston, owned by low and moderate income households.
	<b>Target Date</b>	12/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that eight units of owner-occupied housing will be rehabbed using CDBG through the City's Housnig Rehab program. Household incomes may not exceed 80% of AMI.
	<b>Location Description</b>	It is anticipated that most units will be in the City's CDBG Target area and/or NRSA, based on where most income eligible owner occupied housing is located.
	<b>Planned Activities</b>	Homeowner Rehabilitation Program, including direct rehabilitation loans and program administration.
<b>5</b>	<b>Project Name</b>	Code Enforcement
	<b>Target Area</b>	CDBG TARGET AREA
	<b>Goals Supported</b>	Affordable Housing
	<b>Needs Addressed</b>	Maintain and Improve Rental Housing Maintain and Improve Owner Occupied Housing
	<b>Funding</b>	CDBG: \$300,000
	<b>Description</b>	Code enforcement inspections in the CDBG Target Area, including necessary building demolition/clearance or rehabilitation as identified by code enforcement inspectors.
	<b>Target Date</b>	12/31/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CDBG Code Enforcement will directly benefit the residents of the 2,000 units that are anticipated will be inspected. In addition, all residents of the CDBG Target Area in which code inspections are undertaken, which is primarily low/moderate income.
	<b>Location Description</b>	CDBG Code Enforcement is undertaken in the CDBG Target Area. See map.
	<b>Planned Activities</b>	Code enforcement inspections in the CDBG Target Area, including necessary building demolition/clearance or rehabilitation as identified by code enforcement inspectors.
<b>6</b>	<b>Project Name</b>	Public Services

	<b>Target Area</b>	CDBG TARGET AREA Entire Jurisdiction
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$263,621
	<b>Description</b>	Public services to low- and moderate- income residents throughout the City of Evanston, particularly for youth programs, senior services, legal services, graffiti removal, housing services and domestic violence services.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated that 3,000 individuals from families with incomes that do not exceed 80% AMI will be served by a broad range of social services.
	<b>Location Description</b>	Persons served will be from all parts of Evanston, with a concentration in the CDBG Target Area.
	<b>Planned Activities</b>	The following activities are the public services allocated CDBG grants in 2017: Target Area Graffiti Removal, Summer Youth Employment Program, Certificate of Rehab Program, Future Focus Youth Program, Evanston legal services, home delivered meals, legal & social services for youth, Grandparents Raising Grandchildren, Art and Action, youth workforce training, I-WORK program, youth employment programs, youth residential program, college readiness for teens, services for PSH residents, homesharing, and domestic violence case management & services. In addition, the emergency overnight shelter is included here.
7	<b>Project Name</b>	Economic Development
	<b>Target Area</b>	CDBG TARGET AREA Evanston NRSA - Proposed
	<b>Goals Supported</b>	Economic Development
	<b>Needs Addressed</b>	Economic Development
	<b>Funding</b>	CDBG: \$175,500
	<b>Description</b>	Economic development activities aimed at assisting businesses and creating new businesses.
	<b>Target Date</b>	12/31/2017

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated that 15 entrepreneurs starting a business or micro-enterprises seeking to expand their business will be served in 2017.
	<b>Location Description</b>	Sunshine Enterprises technical assistance to entrepreneurs and micro enterprises is located in the NRSA. In addition, businesses in west Evanston and on Howard Street will be evaluated for assistance.
	<b>Planned Activities</b>	The City of Evanston uses CDBG entitlement and CDBG funded economic development loan funds to provide technical assistance to micro enterprises and entrepreneurs through subrecipient agreements, and may be used for grants or loans to eligible businesses.
<b>8</b>	<b>Project Name</b>	Public Facilities and Infrastructure
	<b>Target Area</b>	CDBG TARGET AREA Entire Jurisdiction Evanston NRSA - Proposed
	<b>Goals Supported</b>	Creating Livable Communities
	<b>Needs Addressed</b>	Public Infrastructure Public Facilities
	<b>Funding</b>	CDBG: \$834,378
	<b>Description</b>	Improvements made to public facilities and infrastructure.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	The activities allocated funds for 2017 are: improvements to the Childrens Home and Aid Rice Center, Baby Toddler Nursery, Reba Early Learning Center, Brummel Park, Alley Paving and Street Resurfacing. Carryover activities funded in prior years that will be undertaken include: Wessbourd-Holmes Center, construction of the new Y.O.U. headquarters, alley special assessment assistance, and the McGaw YMCA Men's Residence facility.
<b>9</b>	<b>Project Name</b>	Administration
	<b>Target Area</b>	Entire Jurisdiction

<b>Goals Supported</b>	Planning and Administration
<b>Needs Addressed</b>	Access to Rental Housing Maintain and Improve Rental Housing Maintain and Improve Owner Occupied Housing Economic Development Public Infrastructure Public Facilities Public Services Homeownership
<b>Funding</b>	CDBG: \$324,413 HOME: \$48,278
<b>Description</b>	Administration of CDBG and HOME.
<b>Target Date</b>	12/31/2017
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
<b>Location Description</b>	
<b>Planned Activities</b>	Administration and financial management of CDBG and HOME grants.

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

It is estimated that over 90% of all CDBG, and 100% of HOME and ESG funding, will be allocated to benefit persons who are low- and moderate- income. Some activities, such as public services and homeowner rehabilitation, are provided throughout our jurisdiction, while Code Enforcement and Graffiti Removal are limited to the CDBG Target Area (local target area). Public Infrastructure improvements are concentrated in the Neighborhood Revitalization Strategy Area (NRSA). Additionally, it is expected that a significant amount of housing and economic development funds will be spent in the NRSA and CDBG Target Area, which are on the west and south sides of Evanston and have a concentration of low- and moderate income and minority residents.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
CDBG TARGET AREA	40
Entire Jurisdiction	20
Evanston NRSA - Proposed	40

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The nature of the project or activity is a primary factor in where it will take place. For example, public services are offered at multiple sites throughout the community in order to serve low- and moderate-income persons throughout the community and be accessible to all who qualify for services. Area benefit activities such as public infrastructure improvements must qualify as low- and moderate- income areas; most, but not all eligible census block groups are within the CDBG Target Area and/or NRSA. It is likely housing and area-benefit activities will have significant investments made in those areas, which are also the areas with the highest needs.

### **Discussion**

See Geographic Priorities section of the Consolidated Plan (SP-10) for more information regarding the CDBG Target Area and NRSA, their boundaries and types of activities that will take place within the areas.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	20
Non-Homeless	15
Special-Needs	1
Total	36

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	25
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	35

**Table 10 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

There are a number of housing activities that will be continued in 2017 for homeless, non-homeless and special-needs residents in need of safe and affordable housing. Housing rehabilitation and rental subsidies through tenant-based rental assistance, rapid re-housing and prevention programs will impact the largest number of persons or households and serve two very different, yet vital housing needs for low- and moderate-income residents of Evanston. New construction and acquisition continues to be an important need, but difficult to accomplish due to funding limitations. It is more effective to aggregate HOME funds into a larger sum of money for housing development, instead of allocating all of the funding each year. The City has aggregated enough funding to be able to commit HOME funds for acquisition and rehab of affordable housing units in 2017. However, it is unlikely these projects will be completed in IDIS by the end of 2017.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Housing Authority of Cook County (HACC) serves suburban Cook County, including Evanston. The HACC administers the Housing Choice Voucher program in Evanston and has two buildings for seniors and the disabled, scattered site units for families, as well as seven project-based Section 8 units in Emerson Square.

### **Actions planned during the next year to address the needs to public housing**

In 2016, the HACC completed substantial rehab of the Walchirk and Perlman apartments, comprising 199 units. The rehab of these properties includes development of 20 accessible, 20 adaptable and 4 sensory impairment units. The result of this rehab is greater accessibility for current and future residents. Wait lists for both buildings were opened to fill vacant units as their rehab is completed, and the units are now fully occupied. The City has been contacted by the HACC to discuss rehab needs of scattered site family units, but funding of that need has not been evaluated at this time.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The HACC has a Resident Advisory Board (RAB) established at one of its sites in Evanston, the Walchirk building. The RAB's functions include, but are not limited to: assisting residents with access to computers, offering in-house services such as change for laundry, copies, and postage. RAB activities are somewhat limited during the rehab of Walchirk and Perlman buildings and are also affected by reduced occupancy.

HACC's Resident Service Coordinators work closely with other agencies, including the City's Levy Center, to help its residents access services and participate in activities throughout the community. Additional services are always being considered and added when possible.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The HACC is not designated as troubled.

### **Discussion**

The City will continue to actively engage and communicate with HACC to ensure that the needs of residents assisted by that agency are met and services are coordinated with other agencies for efficient and effective use of all community resources.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The homeless and special needs activities that will be undertaken in Evanston in 2017 (the third year of the 2015-2019 Consolidated Plan) are a continuation of those undertaken in 2016. However, the scope of some activities has been affected by funding cuts from the State of Illinois. Descriptions of changes are included below.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Connections for the Homeless continues to be the primary provider of outreach services to Evanston's homeless population, including the unsheltered homeless. Connections' street outreach team works with the Evanston police department, hospitals, the public library and other places where homeless individuals are known to congregate, and uses the VI-SPDAT to prioritize chronically homeless persons for housing through the Suburban Cook County Continuum of Care. Cuts in funding by the State of Illinois in 2015 necessitated the elimination of laundry and showers that were available to homeless persons seeking those services. Connections raised private funds to reopen these services on a limited basis in 2016 and is working with Interfaith Action and other providers to further expand services, if possible. Connections' case managers develop individualized case plans for each client; assist them to obtain housing and access services that may include employment counseling/placement, health services, substance abuse counseling and education. Resources are focused on clients who were committed to coming off the street and working towards becoming stable, rather than those who accessed drop-in services only for basic needs on an intermittent basis.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City uses ESG funds for operating support of Hilda's Place, Connections for the Homeless' 20-bed congregate shelter, and the YWCA Evanston-North Shore's 34-bed domestic violence shelter. CDBG funds are also used to fund the YWCA's domestic violence services. Both shelters provide housing for up to 90 days for their clients. Hilda's Place provides housing for approximately 120 single adults annually and the YWCA houses approximately 250 women and children who are victims of domestic violence. These same levels of services are projected for 2017.

#### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals**



**and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City will focus its use of ESG funds for re-housing as its primary strategy to reduce the amount of time that individuals and families experience homelessness. The City expects that 10 households will be served with rapid re-housing from ESG in 2017. Barriers to using ESG for re-housing include the high rental market in Evanston and the length of time it typically takes a family or household to become self-sufficient. It is difficult to implement "low barrier" re-housing because of the high cost of rental in Evanston. Households are evaluated for capacity to maintain market rate housing after a medium-term subsidy to avoid evictions following the subsidy. Outreach to landlords is being undertaken in 2017 and establishing a landlord mitigation fund using Affordable Housing Funds is under evaluation to incentivize accepting assisted households as tenants.

In 2016, the City completed its first round of the HOME-funded Tenant Based Rental Assistance program for households with children under the age of 18, especially those with children enrolled in Evanston schools, that are homeless or unstably housed, including doubled-up/couch surfing. The City began a new TBRA program in 2016 and enrolled ten households, thereby continuing to facilitate access for homeless individuals and families to affordable housing units. In addition to rent subsidies, TBRA households receive case management and other needed services, including education and job training, as part of their individualized self-sufficiency plans, from the program administrator, Connections for the Homeless. Households that completed their second year in the TBRA program but were not yet able to support themselves were evaluated for a renewal contract. Two households were granted extensions on their TBRA assistance in 2016. Due to the inability to report on accomplishments until an activity is closed in IDIS, the TBRA households enrolled in 2016 will not be reflected in 2017 accomplishments since it is a two year program.

ESG funds will be used to prevent individuals and families who were recently homeless from becoming homeless again. ESG-supported programs are required to provide case management and supportive services, and to connect clients with mainstream resources to increase their likelihood of achieving long-term housing stability. ESG-funded clients will receive follow-up contact to determine their housing status 6 and 18 months after termination of assistance as required and provide additional supports as needed to prevent households from becoming homeless again, as well as determine program outcomes. The City expects Connections will serve 5 households in 2017.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services,**

## **employment, education, or youth needs.**

ESG Prevention funds will be used as described above to help households with incomes below 30% of area median income avoid becoming homeless, and re-housing funds will be used to help low-income households achieve housing stability. 2017 ESG Prevention funds are expected to help 10 households.

Evanston has two large facilities, Albany Care and Greenwood Care, with a total of 562 beds whose residents are being evaluated for the capacity to live in community-based settings according to the terms of the Williams Consent Decree. City staff works with mental health agencies and the State of Illinois to identify potential housing options for eligible clients who choose to live in Evanston. The Alliance to End Homelessness in Suburban Cook County has a working group that is developing discharge policies and procedures for the region. In addition, Connections for the Homeless and the police department work to help transition people being released from publicly funded institutions and hospitals.

All agencies receiving ESG funds are required to connect households to mainstream benefits as available and appropriate for their needs. In addition, the City's Mental Health Board evaluates the effectiveness of collaborations/referrals of agencies applying for funds as a criterion for funding. MHB and CDBG Public Services applications for 2017 funding were combined to streamline the application process for agencies applying for both sources of funds and to provide information to the Housing and Community Development Act Committee and Mental Health Board to better assess total funding levels being considered for programs and identify gaps in services.

The Evanston Cradle to Career initiative is a collective impact effort to mobilize our community assets to make a lasting difference in the lives of our community's children, youth and families. Its vision is that by the age of 23, all Evanston young adults will be leading productive lives, building on the resources, education, and support that they and their families have had to help them grow into resilient, educated, healthy, self-sufficient, and socially responsible adults. Member organizations include School Districts 202 and 65, the City of Evanston, the United Way, Youth & Opportunity United and more than 20 other service providers.

## **Discussion**

The City of Evanston will continue to collaborate with the Alliance to End Homelessness in Suburban Cook County Continuum of Care in order to address the needs of homeless individuals and families in Evanston.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

The City of Evanston continues to address the barriers to affordable housing in Evanston identified in the Analysis of Impediments to Fair Housing Choice as described in the discussion section below. The AI may be found at <http://www.cityofevanston.org/assets/EvanstonAI4414.pdf>

A collaborative assessment of Affirmatively Furthering Fair Housing will be conducted regionally in partnership with Cook County and other municipalities. The City of Evanston will begin work on the analysis in 2017.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Evanston amended its Inclusionary Housing Ordinance in late 2015. At the June 8, 2015 Planning and Development Committee meeting, the Committee directed staff to organize a community meeting to gather feedback from all stakeholders. A community meeting was held on June 29, 2015 for this purpose. The amended ordinance covers all new developments with five or more units within Transit Oriented Development (TOD) areas and ten or more units outside of TOD areas. It applies to for sale and rental developments, and condo conversions, and requires a minimum 10% of affordable units on site, or a fee-in-lieu of \$100,000 per unit if the development is within a TOD area, or \$75,000 per unit if outside of a TOD area. If the affordable units are provided on site, the developer would be entitled to density bonuses and reduction in parking requirements. The updated ordinance went into effect on January 1st, 2016. The first planned development covered by the ordinance will include four affordable units and is set to begin construction in 2017.

In the aforementioned 2015 community meeting for the amended Inclusionary Housing Ordinance, other means of generating funds for affordable housing were discussed. Staff researched and evaluated different revenue generating methods in 2016, such as implementing impact fees and raising the demolition tax. One or more proposals to develop new revenue for affordable housing are expected to be proposed in 2017.

**Discussion:**

The primary barrier to affordable housing is the continuing mismatch between incomes and housing costs in Evanston. The City's inflation-adjusted median household income dropped 10.2% between 2000 and 2011, outpacing 2.4% and 3.7% reductions in median housing value and gross rent, respectively. Evanston lost 70.7% of its units renting for less than \$700 between 2000 and 2011, while the number of units renting for more than \$1,000 increased by two-thirds. Minimum-wage, single income households and those depending on Social Security Income (SSI) payments cannot afford an apartment renting at the fair market rate in Cook County. Additionally, property taxes continue to represent an affordability concern for residents, particularly those with fixed incomes.

High property costs, particularly in predominantly single family neighborhoods with larger lot sizes and transit oriented corridors, have resulted in the concentration of affordable housing in west and south Evanston neighborhoods rather than being dispersed evenly. The stigma associated with affordable housing can be a barrier to siting affordable housing in areas of the City where currently none exist.

Another barrier to affordable housing within Evanston is the shortage of decent, affordable and accessible housing for persons with disabilities. The supply of affordable housing accessible to persons with physical disabilities is due in large part to the age of housing stock, most of which was built before the Americans with Disabilities Act was passed. Much of the City's older homes are difficult to retrofit for accessibility because they are multi-story units with stairs. This is true of smaller two-to-four flats as well as larger three- or four-story walk-ups built in the 1930s and 1940s. Some facilities designed to accommodate people with mobility disabilities exist in Evanston, including the two buildings HACC updated per its Section 504 Transition Plan. However, stakeholders and HACC waiting list data suggest that the unmet need for affordable accessible housing will continue to be significant.

The City's occupancy standards for rental housing that limits the number of unrelated persons residing in a single housing unit can be an additional barrier to affordable housing, particularly for non-traditional households.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The following are actions that will be undertaken by the City of Evanston to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies.

### **Actions planned to address obstacles to meeting underserved needs**

Through consultation, three needs were identified as underserved:

- Youth programming and services
- Education and employment related services for young adults
- Energy efficiency improvements.

In addition to the social services funded by the City to address youth programming needs, the Cradle to Careers collective impact initiative is working to develop a community-wide method of assessing unmet needs and progress to address them so that all Evanston youth get the education and other supports they need to be independent, self-sufficient members of society by age 23. This is focused heavily on youth services, with an additional focus on job training and skills for young adults transitioning into independence.

The City's cross departmental taskforce that identifies gaps in services for all at-risk populations in the City continues to meet on a quarterly basis. Topics include addressing individual residents with complex needs, as well as situations like hoarding that affect multiple City staff and departments. One of the initiatives from that group is how to use the City's 311 service to more effectively direct callers to resources, whether at the City or in the community. A new centralized database for case management and referrals will be implemented in 2017 to more effectively coordinate client services from multiple departments.

Community Development continues to work with the City's Sustainability division to help businesses and residents to capitalize on existing incentives and rebate programs offered by ComEd, Nicor and others to make environmentally- and economically-friendly improvements to their properties. Where possible, these will be incorporated into the CDBG Housing Rehab Program.

Concerned about the advancing crisis of climate change, Evanston signed the U.S. Mayors Climate Protection Agreement in 2006, pledging to reduce greenhouse gas (GHG) emissions by 13% by 2012 relative to a 2005 baseline. That goal was achieved in mid-summer of 2013, not by mobilizing Evanston

residents to make their homes more energy efficient or to change their day-to-day behaviors, but rather through the City's initiatives to reduce its own energy use and by the decision of voters and the City Council to embrace 100% renewable energy for Evanston residents and small businesses. The more ambitious goal of the Livability Plan is a 20% reduction in GHG emissions by 2016. This aligns with the GHG Mitigation objective in the STAR Community Rating System and is key to Evanston's livability goals of healthy citizens and a healthier environment for all of Evanston. The plan was developed in collaboration between the City of Evanston Office of Sustainability and Sustain Evanston, a network of citizens and over 20 organizations that support initiatives and projects to improve the sustainability of Evanston. Strategies to achieve this goal include energy retrofits of 280 single-family homes each year, as well as multi-family housing and business/ commercial retrofits. Energy Impact Illinois, a program offering low-cost home energy assessments and generous instant rebates to cover the cost of weatherization improvements, is a key tool to achieving this, but low and moderate income homeowners often lack the resources to participate in this and similar programs. Staff continues to work on a funding strategy to address this to improve the condition and affordability of Evanston's housing stock.

### **Actions planned to foster and maintain affordable housing**

Evanston has supported alternative housing options, such as home sharing, for some time, and continues to research new and alternative ways, including rental of accessory dwelling units, to expand affordable housing. The City also works with Open Communities, the HUD fair housing agency for 16 suburbs north of Chicago (Evanston included), to strengthen landlord/tenant relations, particularly for low-income households with subsidies, and increase awareness of fair housing rights and responsibilities.

The City of Evanston has a locally funded Affordable Housing Fund, which is used for the development and rehab of affordable housing for persons up to 120% of the area median income. This can provide funding for development in addition to CDBG and/or HOME funds, providing or maintaining critical affordable housing throughout Evanston. In 2017, the City will announce a "call for applications" for affordable housing development and/or acquisition and rehab. This initiative will be funded with money from both the City's Affordable Housing Fund and HOME program.

### **Actions planned to reduce lead-based paint hazards**

The City of Evanston's grant from Cook County's Lead Poisoning Prevention Program abates lead-based paint hazards in dwellings occupied by families with young children. The City receives up to \$100,000 per year to continue lead-based paint hazard prevention. The funding is used for stand-alone projects that mitigate lead hazards and layered with CDBG loan funds in Housing Rehab projects for eligible

households.

The City is a delegate agency for the State of Illinois and enforces its Lead Act and codes. City staff receives lead test information for children residing in Evanston, investigates all cases when elevated lead levels are found and takes appropriate action. Children with Elevated Blood Lead (EBL) levels above 5 mg/dl (micrograms/deciliter) receive case management services to educate the families about potential sources and lead safe practices. Any child with an EBL between 6 and 9 is contacted by the Health Department and an assessment of the home is performed if requested by a physician. The Health Department contacts the parent or guardian of any child testing at a level of 10 mg/dl or greater and performs a lead assessment of the property. Lead assessments are performed by the City's Licensed Lead Assessors in the Health Department. In addition, families concerned about lead that have children under 6 years of age may have their home tested.

Health Department staff responds to complaints from residents about demolition and rehab projects to determine if lead is present and ensure safe practices. Staff also files affidavits when windows are being replaced in buildings constructed before 1978 to ensure proper lead procedures and disposal of contaminated materials.

Additionally, all housing activities with federal funding must meet or exceed lead-based paint requirements. All housing rehabilitation projects have a lead assessment and require a lead clearance if lead-based paint hazards are identified.

### **Actions planned to reduce the number of poverty-level families**

There are a variety of actions the City undertakes throughout the year in an effort to reduce the number of poverty-level families and increase self-sufficiency. The programs funded through CDBG and / or HOME that work towards this goal are the tenant-based rental assistance (TBRA) program, Certificate of Rehab program and a variety of other job training and education programs aimed at youth and young adults. Additionally, the City's investment in the Cradle to Career program demonstrates its commitment to ensuring that Evanston residents are prepared for the workforce.

Additionally, the City's Economic Development Department works diligently to grow the City's economy, specifically by working to redevelop vacant or underperforming commercial corridors. Developing a variety of businesses in Evanston is critical to providing living-wage jobs for a diverse population with multiple jobs skills and experiences. Economic Development is accomplished by utilizing many different funding sources including, but not limited to, the CDBG Economic Development Fund, tax-increment financing (TIF) and other local funds.

### **Actions planned to develop institutional structure**

City staff works throughout the year to develop and coordinate capacity to address needs, both within the City and throughout our partner agencies. Staff provides technical assistance on federal grant management requirements, including the new Omni circular, Davis-Bacon, financial management and other grant management procedures. Staff maintains contact with partner agencies throughout the year, offering referrals for funding and training opportunities where appropriate.

The City combined the application process for CDBG Public Services and Mental Health Board funds for 2017 using ZoomGrants, an online grants application and management system, to improve efficiency and effectiveness for both the City and agencies receiving funding. Additionally, investments are made in technology that assists departments within the City to more effectively and efficiently manage grant programs. One example is CDM, which is the City's management software program for all housing-related projects that require project and/or loan management and ongoing compliance. Staff also attends relevant training and conferences on all aspects of grant and project management.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City is heavily invested in collaborations throughout the community, as evidenced by Cradle to Career, the Task Force for At-risk populations and other initiatives. The City has successfully paired with multiple health-service providers, including Erie Family Health Center, a federally qualified health center that provides bi-lingual medical, dental and mental health services to the community, regardless of the person's ability to pay. This has been a critical partnership that has increased access to quality, affordable healthcare for low- and moderate-income residents.

Additionally, the City's General Assistance program is being evaluated to see where opportunities exist to coordinate better between the City, public agencies and social service providers to better address the needs of underserved residents. These efforts are critical to furthering Consolidated Plan and City Council goals to make Evanston the most livable city for everyone who lives or works here.

### **Discussion:**



## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

Housing and Grants staff is responsible for ensuring compliance with all program specific requirements, as well as for program monitoring and reporting. In addition, staff ensures that federal cross-cutting requirements, including the Omni Circular, Davis-Bacon and Related Acts, Uniform Relocation Act, and Section 3, are met.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

#### HOME Investment Partnership Program (HOME)

##### Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is	
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as follows:

The City has not approved use any other form of investment beyond those listed in Section 92.205 for 2016. However, its local Affordable Housing Fund revenues may be approved to address affordable housing needs for households with incomes between 80% and 120% of the area median. Although these households' incomes exceed the eligibility level for HOME and CDBG funding, they may be housing cost burdened, paying more than 30% of gross income for housing, because Evanston is a high cost housing market in the Chicago metro area.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City does not plan to use HOME funds for homebuyer activities in 2017; HOME resources will be focused on rental housing needs, primarily of households whose incomes do not exceed 60% of the area median income.

If homebuyer activities were to be undertaken, the City would use recapture provisions to maintain long-term affordability for ownership projects with direct homebuyer subsidies in the form of down payment or closing cost assistance, or purchase price reductions (soft second mortgages) used to maintain compliance. The length of the affordability period would be based on the amount of HOME subsidy and forgiven on a pro-rata basis as long as the property remains the owner's primary residence. The balance is due only if the property is sold or ceases to be the buyer's primary residence before the end of the affordability period, subject to net proceeds.

The City's recapture terms are based on the minimum HOME requirements. Subsidies of \$14,999 per unit or less are subject to recapture for five years, subsidies between \$15,000 and \$39,999 are subject to recapture for ten years and subsidies over \$40,000 are subject to recapture for 15 years.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

If homebuyer activities were undertaken, the City would record a Junior Mortgage and Land Use Regulatory Agreement (LURA) deed restriction that acts as the Affordable Housing Restriction to ensure that the HOME funds are subject to recapture if the unit does remain the principal residence of the purchaser for the length of the affordability period. Buyers would also sign an Agreement with the City describing the HOME subsidy. The City considers requests to subordinate its junior mortgage in a refinance of the first mortgage as long as the borrower does not receive any cash back as part of the refinancing and the new loan amount does not exceed the original first mortgage with allowances for generally accepted financing costs. The City will not subordinate to a negative amortization loan or any loan it deems to be predatory.

Loan principal would be forgiven:

- At the rate of 1/60th per month for a 5 year term
  - At the rate of 1/120th per month for a 10 year term
  - At the rate of 1/180th per month for a 15 year term
4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

HOME funds may be used to refinance existing debt secured on multi-family rehab projects, excluding projects whose debt is made or insured by any federal program. The City may consider using HOME funds to refinance existing debt in specific situations using the following guidelines:

- To ensure that rehabilitation is the primary eligible activity, HOME funds may be used only to refinance the rehabilitation portion of a loan and up to 40% of acquisition financing.
- The property must be inspected to ensure disinvestment has not occurred.
- The Project pro forma will be reviewed to ensure that the long-term needs of the project can be met and that serving the targeted population is feasible.
- It must be stated whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
- Whether the length of the affordability will extend beyond the minimum 15 years will be determined and specified before HOME funds are invested.
- The project must be located in Evanston.
- HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

Please see attached ESG Policies and Procedures. Also included is the Coordinated Entry Protocol for Suburban Cook County from the Alliance to End Homelessness in Suburban Cook County. As part of the Alliance, the City of Evanston and all ESG subrecipients work to incorporate the protocols outlined by both documents.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The City of Evanston is part of the Suburban Cook County Continuum of Care. The Alliance to End Homelessness in Suburban Cook County, lead agency for the Cook County CoC has developed a common intake form and data entry standards for HMIS.

The Alliance to end Homelessness in Suburban Cook County has initiated a process that includes members of the Continuum of Care to refine and improve its coordinated intake system. The process coordinates intake from multiple access points, including phone/internet, walk-ins at agencies, shelters and street outreach and uses a pre-screen to assign individual cases to:

- Diversion/Prevention with case management only
- Prevention funding and case management
- Referral to parallel systems such as Veterans and DV programs
- Short-term intervention combining case management and shelter for homeless
- Medium-term intervention combining case management with bridge housing (rapid re-housing), Safe Haven or transitional housing
- Long-term intervention combining case management with permanent supportive housing or rapid re-housing or transitional housing, as available.

All cases qualified as needing short-, medium, or long-term interventions would use the VI-SPDAT and be ranked for housing based on vulnerability.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

City Staff develops recommendations for ESG allocations that are reviewed by the Housing and Homelessness Commission (HHC). Staff then takes recommendations to the Human Services Committee or Planning and Development Committee of City Council. The recommendation of that committee is reviewed and approved by the Evanston City Council.

All recommendations are discussed at public meetings, whose agendas are published in advances, as required by the Open Meetings Act.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City of Evanston is part of the Alliance to End Homelessness in Suburban Cook County and the Suburban Cook County Continuum of Care. The Alliance has homeless or formerly homeless persons on its Board of Directors and in its working groups.

5. Describe performance standards for evaluating ESG.
  - Engagement rate: the percent of persons exiting shelter where the destination is known
  - Percent of persons exiting shelter who used 30 shelter-nights or fewer
  - Percent of persons exited to permanent housing
  - Follow up contact to determine housing status 6 months after termination of assistance

**Housing Trust Fund (HTF)**  
**Reference 24 CFR 91.220(I)(5)**

1. Distribution of Funds

- a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).
- b. Describe the jurisdiction's application requirements for eligible recipients to apply for HTF funds.
- c. Describe the selection criteria that the jurisdiction will use to select applications submitted by eligible recipients.
- d. Describe the jurisdiction's required priority for funding based on geographic distribution, which is a description of the geographic areas of the State (including areas of low-income and minority concentration) in which it will direct assistance during the ensuing program year.
- e. Describe the jurisdiction's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner.

f. Describe the jurisdiction's required priority for funding based on the extent to which rents for units in the rental project are affordable to extremely low-income families.

g. Describe the jurisdiction's required priority for funding based on the financial feasibility of the project beyond the required 30-year period.

h. Describe the jurisdiction's required priority for funding based on the merits of the application in meeting the priority housing needs of the jurisdiction (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations).

i. Describe the jurisdiction's required priority for funding based on the location of existing affordable housing.

j. Describe the jurisdiction's required priority for funding based on the extent to which the application makes use of non-federal funding sources.

2. Does the jurisdiction's application require the applicant to include a description of the eligible activities to be conducted with HTF funds?

3. Does the jurisdiction's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements?

4. **Performance Goals and Benchmarks.** The jurisdiction has met the requirement to provide for performance goals, consistent with the jurisdiction's goals established under 24 CFR 91.215(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

5. **Rehabilitation Standards.** The jurisdiction must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The jurisdiction's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The jurisdiction must attach its rehabilitation standards below. If the jurisdiction will not use HTF funds for the rehabilitation of housing, enter "N/A".

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

**6. Resale or Recapture Guidelines.** Below, the jurisdiction must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter “N/A”.

**7. HTF Affordable Homeownership Limits.** If the jurisdiction intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter “N/A”.

**8. Limited Beneficiaries or Preferences.** Describe how the jurisdiction will limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population to serve unmet needs identified in its consolidated plan or annual action plan. If the jurisdiction will not limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population, enter “N/A.”

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the jurisdiction must not limit or give preferences to students. The jurisdiction may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303 only if such limitation or preference is described in the action plan.

**9. Refinancing of Existing Debt.** Enter or attach the jurisdiction’s refinancing guidelines below. The guidelines describe the conditions under which the jurisdiction will refinance existing rental housing project debt. The jurisdiction’s refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the jurisdiction will not refinance existing debt, enter “N/A.”

**Discussion:**



## Attachments

## Citizen Participation Comments

### Public Input on the Draft 2017 Action Plan Received During the 30-Day Public Comment Period October 14 to November 15, 2016

The following input was received in the form of emails addressed to [cdbg@cityofevanston.org](mailto:cdbg@cityofevanston.org). Because this email was listed as a means to respond to a newspaper ad, website posting, e-newsletters and bulletin board postings at community centers and the Library, it is not possible to identify the source that generated each response:

- Email from Mary Brugliera suggesting that the City invite Habitat for Humanity to work on affordable housing in Evanston. A group was active in Evanston some 20 years ago and NU students are involved in projects outside of Evanston.
- Email from Kristin Lems about the need for a walk button at Emerson St and Dodge Ave.
- Two emails from Chris Haller offering a free trial of CiviComent, an online tool for accepting input on a document posted on the internet

Tony Nguyenn responded to a posting on the City's Twitter account requesting input on the draft 2017 Action Plan asking for more bike lanes.

At the November 15, 2016 meeting of the Housing and Community Development Act Committee, public input on the draft 2017 Action Plan was on the agenda. Five people were in attendance at the meeting. Sue Loellbach, a staff member at Connections for the Homeless, read a prepared statement that was supportive of the draft Action Plan and included the following points:

- Thanked the City for developing the Action Plan, noting the need for more housing affordable to households at 30 and 50% of the area median income
- Was supportive of the plan to evaluate the use of Rapid Re-housing funds to provide bridge housing for people on the waiting list for permanent supportive housing, in support of the Suburban Cook County Continuum of Care's Coordinated Entry process
- Prioritized HOME funds for acquisition and renovation of affordable rental units
- Evaluating and developing incentives for landlords to work with the City and non-profits to get more households into rental housing.

The other four persons in attendance said that they were attending as interested Evanston residents and did not have any input.

**Flax, Sarah**

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**From:** Mary Brugliera <brugliera@sbcglobal.net>  
**Sent:** Monday, October 17, 2016 1:19 PM  
**To:** cdbg  
**Cc:** Tim Higgins; Marina Nell Porter; Delaney Buenzli  
**Subject:** an idea for the upcoming action plan

Dear Ms. Holden-Corbett;

As a 51 year resident of Evanston, I have long had an interest in the whole affordable housing issue.

Here is my suggestion:

years back, there was an active Habitat for Humanity group working in Evanston. I recall that one of the first families that moved into their new house was named "Christmas". How appropriate. I would like to see the city and the appropriate department get heavily involved in inviting Habitat back to Evanston. The story I heard years ago is that the director was dismissed for embezzling funds. Don't know if that was true, but the organization has been gone for at least 20 years.

I am heavily involved at Sheil Catholic Center at NU, and we have several student groups, as well as some of our affiliated adults, called associates, that do development work. One associates group goes to Tutwiler, MS each spring to work with Habitat there, and one student group does the same in New Orleans annually, so you can see there is already a core of involvement with Habitat and a tradition of doing so. I am sure we could have many willing workers year round if it were to return to Evanston.

Please contact me if you need further information.

Thank you,

Mary O. Brugliera

**Flax, Sarah**

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**From:** Kristin Lems <KLems@nl.edu>  
**Sent:** Monday, October 24, 2016 1:39 AM  
**To:** cdbg  
**Subject:** suggestions for next improvements

Hi, I bike a lot on Dodge, and I noticed that there is no "walk button" at Dodge and Emerson. We need one there!  
Just a small suggestion. Thanks! Kristin Lems

**Flax, Sarah**

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**From:** Chris @ CiviComment <civiccomment@gmail.com>  
**Sent:** Thursday, October 27, 2016 12:56 PM  
**To:** cdbg  
**Subject:** [SPAM?] Public Comment  
**Importance:** Low

To whom it may concern ,

I just noticed you are still collecting public comment via email. Would you be interested to use our [CiviComment app](#) for free in your next project to evaluate if it makes your job easier? Simply upload a PDF, collect comments directly on the PDF and generate reports, all automatically.

Sign up for a [free trial project of CiviComment](#) or reach out with any questions you may have.

Best regards,

Chris Haller, Founder

Click [here](#) if you would not like to hear from us

**Flax, Sarah**

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**From:** Chris @ CiviComment <civiccomment@gmail.com>  
**Sent:** Wednesday, November 02, 2016 12:57 PM  
**To:** cdbg  
**Subject:** Public Comment Follow up

To whom it may concern ,

I want to quickly follow up on my last email, we came across your public comment period and it seems like you're collecting unstructured feedback from a broad variety of channels. Since you didn't respond to my initial email, I'm curious if you have an efficient system to capture and track comments that way? If you do, would you mind letting us know what you're using?

If not, maybe you're open to trying an alternative to make life easier? Since launching CiviComment, we've helped many clients like the Thurston Regional Planning Council and the Department of Energy significantly reduce the time it takes them to manage public comments. We are offering a [free trial version of CiviComment](#) that will allow you to evaluate the system in your current or next public comment project at no cost. Take a look and enroll, we can get you set up quickly!

Feel free to reach out with any questions you may have.

Best regards,

Chris Haller, Founder

Click [here](#) if you would not like to hear from us

**Wingader, Jessica**

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**From:** Deignan, Patrick  
**Sent:** Tuesday, October 18, 2016 8:47 AM  
**To:** Wingader, Jessica  
**Subject:** twitter comment on action plan

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

Hey Jessica,  
We've gotten one comment on twitter so far in response to our post about the 2017 Action Plan. It is below:

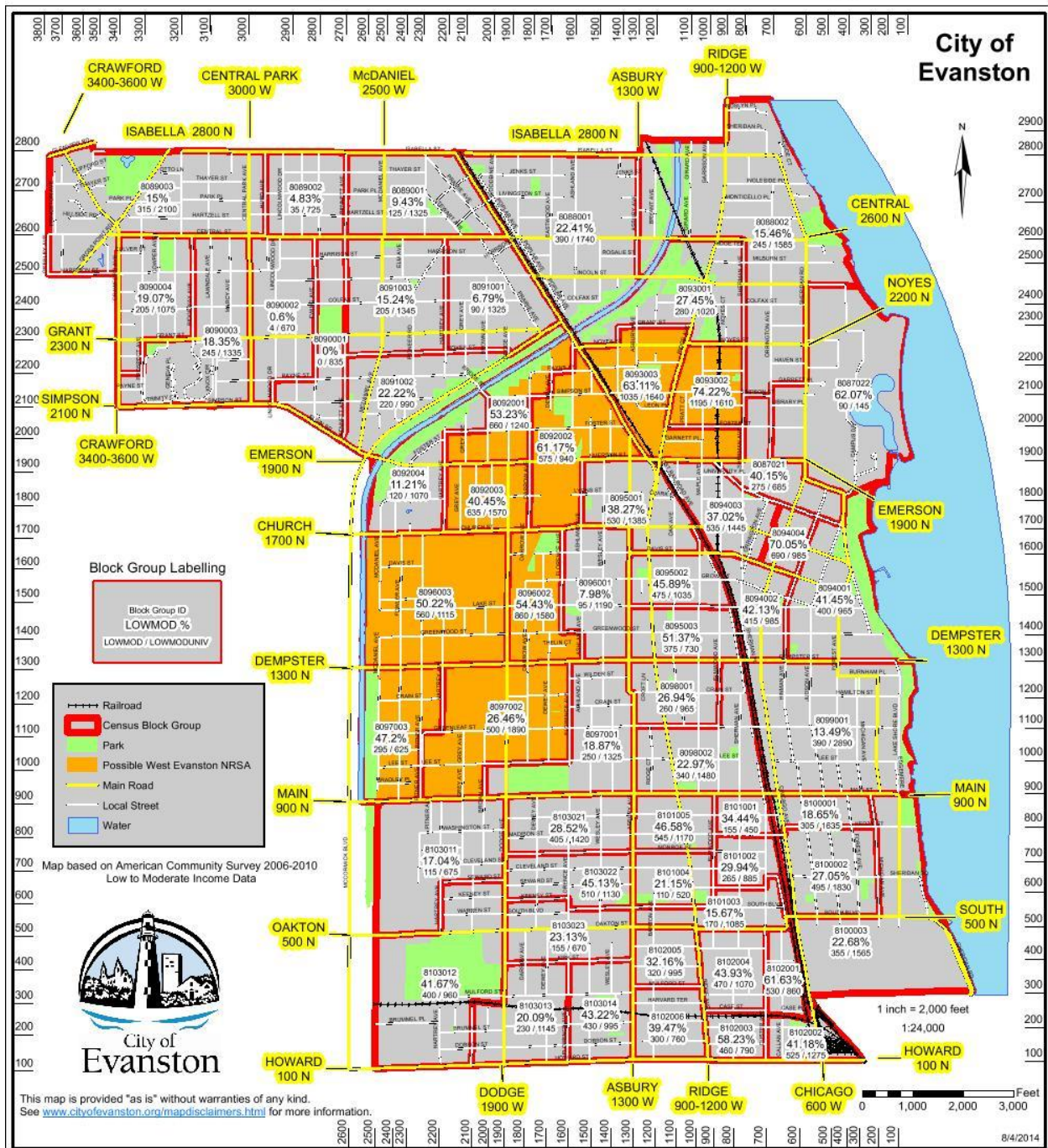


[tony.@tonynguyenn](#)  
22 hours ago

@CityofEvanston can we get more bike lanes?

**Patrick Deignan**  
Community Engagement Coordinator  
City of Evanston  
Community Engagement Division  
City Manager's Office  
847-448-8234  
[pdeignan@cityofevanston.org](mailto:pdeignan@cityofevanston.org)

# Evanston Neighborhood Revitalization Strategy Area





# CDBG Target Area

